

CROMWELL WATER POLLUTION CONTROL AUTHORITY  
PUBLIC HEARING/REGULAR MEETING  
MONDAY, SEPTEMBER 10, 2007  
7:00PM ROOM 224/225  
**MINUTES**

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**Public Hearing**

**1. Call Hearing to Order**

Chairman Pie' calls the Public Hearing to order at 7:00PM

**2. Introduction of Authority Members**

Present: Chairman, William B. Pie, Jr., Vice Chair, Alice Kelly,  
Secretary/Treasurer, Eric Zeilor, Tom Gunn, Jonathan Beatty

Also Present: BOS Liaison, Richard Newton, Sewer Administrator, Richard Peck,  
Commission Clerk, Sarah Voog

Excused: Director of Public Work, Robert R. Jahn

**3. Reading of the Call of Hearing**

Notice is hereby given that a Public Hearing, at which all parties desiring to be heard will be afforded the opportunity to be heard, will be held by the Cromwell Water Pollution Control Authority at 7:00PM in Room 224/225 of the Cromwell Town Hall, 41 West Street, Cromwell, Connecticut, 06416 on September 10, 2007.

For the purpose of considering the establishment, making and levying of certain assessments for a portion of the cost of laying out and constructing a trunk and local sanitary sewer system project and extensions thereof and extensions thereto.

A copy of the Proposed Final Assessments to be considered at said Public Hearing is on file and available for inspection at the office of the Cromwell Town Clerk. No other assessments will be considered at said Public Hearing.

CROMWELL WATER POLLUTION CONTROL AUTHORITY

By: William B. Pie' Jr., Chairman

Dated at Cromwell, Connecticut

August 13, 2007

**4. Citizens Comments - None**

The purpose of this hearing is to receive comments on the Item(s) in the call only, comments on other matters will not be allowed. To be fair to all those in attendance a time limit of five (5) minutes for each comment will be established, and a person speaking will have to wait until all others have commented to be recognized again. All persons commenting must identify themselves by name and address so that their comments can be recognized in the tape recordings.

**5. Read Any Correspondence Into Record - None**

## 6. Close Hearing- Thank all in Attendance

**Alice Kelly makes a motion to close the Public Hearing, 2<sup>nd</sup> by Jonathan Beatty.**

**All in Favor, Motion Passes**

Chairman Pie' thanks all in attendance and closes the Public Hearing at 7:05PM

## Regular Meeting

### 1. Call to Order

Chairman Pie' calls the meeting to order at 7:04PM

### 2. Roll Call and Seating of Alternates

Present: Chairman, William B. Pie, Jr., Vice Chair, Alice Kelly, Secretary/Treasurer, Eric Zeilor, Tom Gunn, Jonathan Beatty

Also Present: BOS Liaison, Richard Newton, Sewer Administrator, Richard Peck, Commission Clerk, Sarah Voog

Excused: Director of Public Work, Robert R. Jahn

### 3. Approve/Amend Agenda

**Jonathan Beatty makes a motion to approve the agenda as presented, 2<sup>nd</sup> by Alice Kelly.**

**All in Favor, Motion Passes**

### 4. Approval of Minutes

a. May 7, 2007 Special Meeting (AK, EZ, TG)

**Alice Kelly makes a motion to approve the minutes of May 7, 2007, 2<sup>nd</sup> Eric Zeilor.**

**Vote: Yes: Alice Kelly, Eric Zeilor, Tom Gunn**

**Abstain (Not Present at Meeting): Chairman Pie', Jonathan Beatty**

b. August 13, 2007 Regular Meeting

**Alice Kelly makes a motion to approve the minutes of August 13, 2007, 2<sup>nd</sup> Jonathan Beatty.**

**Motion Passes**

**Vote: Yes: Chairman Pie', Alice Kelly, Eric Zeilor,**

**Abstain (Not Present at Meeting): Tom Gunn, Jonathan Beatty**

**Motion Passes**

### 5. Report of Chairman

a. Member's Report - None

b. Staff Report

Rich Peck informs the Authority that Shirley Jasion was hired for the vacant Building Department position. He notes that she was happy in her position with the Sewer Department, however the other job has a higher classification and pay rate. Rich also notes that the Sewer Administrative Clerk position requires more specialized computer skills, more responsibilities and supports several higher level positions both Clerical and Professional. The Authority discusses the need to properly classify the position and that the intention has been to request to have this issue addressed again this year.

Chairman Pie' states that Shirley's leaving is a loss to the department and she will be missed.

## 6. Citizens Comment - None

## 7. Bills and Correspondence

- a. Request for payment approval of Stearns & Wheler, LLC Project #50073, Invoice #32222 in the amount of \$4,025.00.

Discussion is held, Alice Kelly asks that the breakdown for the current invoice and all subsequent invoices be provided.

**Alice Kelly makes a motion to approve payment of Stearns & Wheler, LLC Project #50073, Invoice #32222 in the amount of \$4,025.00, 2<sup>nd</sup> by Tom Gunn.**

**All in Favor, Motion Passes**

- b. Vivianne Beller – 15 Woodland Dr. Request For Refund of Late & Lien Fees

A lengthy discussion is held regarding the letter requesting a refund for late and lien fees included in the meeting packet, as well as the process the Accounting Clerk followed in effort to locate the Bellers. It is noted that the Statutes are clear with regard to a legally levied sewer usage charge and the collection of delinquent charges as a result of late payment.

**Eric Zeilor makes a motion to approve the refund request for late and lien fees for 15 Woodland Dr (Beller Account), 2<sup>nd</sup> by Tom Gunn.**

**Unanimous No Vote, Motion Denied**

## 8. Old Business

- a. Financial Report

1. Delinquent Assessment & Usage Account Updates August- Reviewed, No Action
2. Budget Update Reports- a. Assessment, b. Usage, c. CNR- Reviewed, No Action

d. Review/Approval of 2007 Proposed Final Assessments & Caveat w/ amended figures for 55 Sebeth Dr

**Jonathan Beatty makes a motion to approve the following 2007 Proposed Caveat & Assessment to be the 2007 Final Caveat & Assessments with the assessment figure for 55 Sebeth Dr amended as presented at the meeting:**

<u>Service Address</u>	<u>Acct #</u>	<u>Assessment Total</u>
139 Field Rd	251931	\$2,700
2 Oak Rd	251932	\$2,700
51 Court St	251937	\$7,500
4 Sebeth Dr	251933	\$6,345
55 Sebeth Dr	251928	\$66,577
60 Hicksville Rd	251934	\$15,293
80 Shunpike Rd	251938	\$43,730

**Motion Continued:****1 West St                    251940                    \$5,705****2<sup>nd</sup> by Eric Zeilor****All in Favor, Motion Passes**

3. EDU Report Budgeted 2007-2008 7167.80 Units @ 95%= 6809.41  
Current EDU Report 7188.20 Units @ 95% = 6828.79- Reviewed, No Action
4. Current Bond/SIF Data - 09/07 - Reviewed, No Action
- b. Assessment Study –Exploring Phase 2 (New Town Projects-ROA)  
Rich Peck explains that Phase 1 is complete and we are starting on Phase 2, Stearns & Wheler is preparing a number of options for the Department to explore methods of assessing a new sewer construction project installed by the Town.
- c. Sewer Line Rehab – Weston & Sampson Compiling the Agreement (“Contract Books”)-For Signing, Notice of Award-Signed Copy.  
Rich Peck indicates that the agreements are ready for the Chairman to sign and all the documents will be mailed tomorrow to Weston & Sampson to compile into the formal project documents.
- d. User Charge Study – Meeting w/ Stearns & Wheler held; Data/Charge Basis under Review. Meeting with Water Company Needed, Commercial & Multi-Family Meter Issues Still Pending. Test Pilot Data Accounts to be Brought up to Current Status.  
Discussion is held regarding accessing the water data needed to finish the full pilot study and compile budgeting figures and billing rates. A meeting with the Water Company is needed to finalize multi-family and all remaining commercial accounts. A letter to the Water Commission is requested by Chairman Pie’ to inform them of the next steps needed to complete the study and determine feasibility of a consumption charge basis billing system.
- e. Evergreen Active Adult – Phase 1 Complete, Project Construction on Hold - Reviewed, No Action
- f. Harper’s Meadow Subdivision – Final Inspection to be Made After Road Paving Reviewed, No Action
- g. Lowe’s Home Center- Draft DP-A Pending Acceptance/Signing by Developer  
Rich Peck says the DP-A is ready to be sent to the Developers for review and signing.
- h. Pasco Hill Subdivision – 2 Yr Maintenance Bond (CASH) to be Released Upon Completion of Sewer As-Builts, Sewer Easement Not Filed with Town Clerk – Attorney’s Indicate Project Nearly Ready for Closure  
Rich Peck states that the project is very close to be closed out and will be ready for the next meeting.

- i. West Street Commons (Active Adult) – Sewers Completed, Final Inspection- Pending Road Binder - Reviewed, No Action
- j. 263 Main Street – Request for Bond Reduction by Developer. Staff Recommendation to Deny until State of CT (RT.99) Property Restored to Original Condition  
Rich says the gas line is not completed, as a result the State Easement (off road) is not ready to be restored to specs, once this happens the project will be ready for the Maintenance phase.  
**Alice Kelly makes a motion to approve the request for bond reduction to a maintenance phase, 2<sup>nd</sup> by Eric Zeilor.**  
**Unanimous No Vote, Motion Denied**
- k. Pondview Estates (Willowbrook Rd)- Draft DP-A Pending Acceptance/Signing by Developer - Still Pending- Reviewed, No Action
- l. Brother’s Automotive 45 Commerce Drive – Draft DP-A Pending Acceptance/Signing by Developer  
Rich Peck indicates that it is anticipated the DP-A will be signed before the next meeting.

**9. New Business** - None

**10. Miscellaneous** - None

**11. Adjournment**

**Alice Kelly makes a motion to adjourn the meeting at 7:47PM, 2<sup>nd</sup> by Jonathan Beatty.**  
**All in Favor, Motion Passes**

Respectfully Submitted By,

Sarah A. Voog  
CWPCA Commission Clerk